

# **APA REFERENCE PACKET**

**NAME:** \_\_\_\_\_

**MS. BOLINSKI'S MIDDLE SCHOOL ENGLISH  
American Psychological Association 6<sup>th</sup> Ed.**

## GENERAL FORMATTING INFORMATION...

- Your paper should be double-spaced and the font should be 12 point Times New Roman.

## HOW SHOULD MY COVER PAGE LOOK?

- You want to make sure your header is unique on the first page. It should say Running head: TITLE.
- You should have the page number in the upper right hand corner.
- You should have your title, name, and school double-spaced and centered in the top 1/3 of the page.

Running head: ENGLISH

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English: The Sweetest Class Ever

Stoney Bank Jr.

Stone Bank School

## HOW SHOULD THE HEADER ON MY OTHER PAGES LOOK?

Imagine this is the header on all other pages. You should still have the title of your paper, but you should not have the words “Running head” anymore.

ENGLISH

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## HOW DO I CITE SOURCES (IN-TEXT)?

You have to give ownership to any quotes or paraphrased ideas that are not your own. Here’s how you do it. **As a general rule, you need to have the author’s last name with the year that the quote or paraphrase was published or updated.**

- In-text citations are NOT on the reference page, but the first two parts of the in-text citation match the first two parts of the reference page resource citation.
- **In-text citation with the author’s name in the introduction to the quote/paraphrase**
  - Walker (2000) compared reaction times
- **In-text citation WITHOUT the author’s name in the introduction to the quote or paraphrase**
  - In a recent study of reaction times (Walker, 2000)

## • **What to do if a bunch of people wrote your source**

- When a work has two authors, always cite both names every time the reference occurs in the text.
- When a work has three, four, or five authors, cite all authors the first time the reference occurs; in later citations, include only the last name of the first author followed by et al. and the year of publication if it is the first citation of the reference within a paragraph. Et al. just means that there are a bunch of people who helped write the source.

- Examples:

- Wasserstein, Jones, Rosen, Smith, and Hanson(1998) found
- Wasserstein et al. (1998) found
- Wasserstein et al. found

## • **What to do if you only have an article or book title to work with and you can't locate an author name**

- on free care ("Study Finds," 1998)
  - This is an example of an article title. Notice the article title is in quotations.
- the book *College Bound Seniors* (1989)
  - This is an example of a book title. Notice the book title is italicized.

## **VARIOUS SOURCES AND HOW TO CITE THEM IN-TEXT**

### **Quote from Source with Author and Quote is Said by Author**

According to Thornton (2008), "Quote" (p. 10).

### **Quote from Source with Author but Quote is NOT Said by Author**

According to Abigail Adams, "Quote" (Thornton, 2008, Childhood section, para. 10).

\*Topic not stated in intro to quote.

### Quote from Source without Author

According to “Life without Mommy” (2008), “Quote” (Lifestyle section, para. 2).

\*Article title where author would be.

- When a work’s author is designated as “Anonymous,” cite in text the word Anonymous followed by a comma and the date of publication.

(Anonymous, 1997)

- In the reference list, an anonymous work is alphabetized by the word Anonymous.
- To cite a specific part of a source, indicate the page or chapter it was taken from.

(Thompson & Smith, 1996, p. 79)

(Jones, 2002, chap. 12)

- For electronic sources that do not provide page numbers, use the paragraph number, if available, preceded by the ¶ symbol or the abbreviation para. If neither paragraph nor page numbers are visible, cite the heading and the number of the paragraph following it to direct the reader to the location of the material.

(Johnson, 2002, ¶ 5)

(Jones, 2002, Conclusion section, para. 2)

### Quoting Long Passages:

- **Display a quotation of 40 or more words in a freestanding block of typewritten lines and omit the quotation marks.**
- Start the quotation on a new line and indent the block about ½ in. from the left margin.
- The entire quotation should be double-spaced.
- The author or title of source, date of publication, and specific page or paragraph the quote was taken from must be cited.
- When cited at the end of the block quote, no period should follow the parentheses.

## HOW DO I FORMAT MY REFERENCE PAGE?

Your APA reference page has to have some specific formatting, just like the rest of this document.

- Keep it double-spaced, just like the rest of the document.
- Make it the last page of your paper.
- Title your reference list References and center the title in the middle of the page.

**(Do not use italics, underlining, bold face letters, etc.)**

- Number your reference page or pages as part of your essay.
- Arrange the items on your reference list alphabetically by author. If no author is given, then go by the title.
- Indent the second and following lines of each entry 5 spaces.
- Use only the initials of the authors' first and middle names.
- Magazine articles should include the month and day.
- Use (n.d.) for the date, if no date is given for when a website was created.
- **In a title, only capitalize the first word, the word directly following a colon in the title, and the proper nouns.**

## SAMPLE REFERENCE PAGE:

ENGLISH

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### References

American Psychological Association. (2001). *Publication manual of the American Psychological Association*. Washington, DC: American Psychological Association.

Delaney, R. (2003). *APA citation style*. Retrieved January 28, 2004, from Long Island University Website: <http://www.liu.edu/cwis/cwp/library/workshop/citapa.htm>

## HOW DO I CITE SOURCES (REFERENCE PAGE)?

### Book with Author

Author, A. A. (Date). *Title of work*. Location: Publisher.

Meltzer, M. (1998). *Ten queens*. New York: Dutton Children's Books.

### Book With Two Authors

Author's last name, first initial & author's last name, first initial. (Date of publication).

Title of book in italics. City of publication: Publication Company.

Okuda, M., & Okuda, D. (1993). *Star Trek chronology: The history of the future*. New

York: Pocket Books.

### Book with Editor

Author, A. A. (Ed.). (Date). *Title of work*. Location: Publisher.

Gibbs, J. T. & Huang, L. N. (Eds.). (1991). *Children of color: Psychological interventions with minority youth*. San Francisco: Jossey-Bass.

### Book Article or Chapter

James, N.E. (1998). Two sides of paradise: The Eden myth according to Kirk and Spock.

In D. Palumbo (Ed.), *Spectrum of the fantastic* (pp. 219-223). Westport, CT: Greenwood.

**Journal or Magazine Article**

Wilcox, R. V. (2001). Shifting roles and synthetic women in Star Trek. *Studies in Popular Culture*, 13(2), 53-56.

**Newspaper Article**

Di Rado, A. (1995, March 15). Trekking through college: Classes explore modern society using the world of Star Trek. *Los Angeles Times*, p. A3.

**Newspaper Article on the Internet**

Hilts, P. J. (1999, February 16). In forecasting their emotions, most people flunk out.

*New York Times*. Retrieved November 21, 2000, from

<http://www.nytimes.com>

**Article from an Online Periodical**

Williams, S. L., Brakke, K. E., & Savage, E. S. (1997). Comprehension skills of language-competent and nonlanguage-competent apes [Electronic version]. *Language and Communication*, 17 (4), 301-317.

**Encyclopedia Article**

Sturgeon, T. (1995). Science fiction. In *The encyclopedia Americana* (Vol. 24, pp. 390-392). Danbury, CT: Grolier.



**Video**

American Psychological Association (Producer). (2000). *Responding therapeutically to patient expressions of sexual attraction* [DVD]. Available from <http://www.apa.org/videos/>

**Video Blog Post**

Norton, R. (2006, November 4). How to train a cat to operate a light switch [Video file]. Retrieved from <http://www.youtube.com/watch?v=Vja83KLQXZs>

**Website with Author**

Author, A. A. (Date). *Title of article on webpage*. Retrieved Date from Name of Website: Web Address

Chou, L., McClintock, R., Moretti, F., & Nix, D. H. (1993). *Technology and education: New wine in new bottles*. Retrieved November 24, 2000, from Columbia University, Institute for Learning Technologies Website: <http://www.ilt.columbia.edu/publications/papers/newwine1.html>

**Website with No Author**

*Title of article on webpage.* (Date). Retrieved Date from Name of Website: Web

Address

*1997 sourcebook of federal sentencing statistics.* (n.d.). Retrieved December 8,

1999, from United States Sentencing Commission Website:

<http://www.uscc.gov/annrpt/1997/sbtoc97.htm>

**Interview/ Personal Communications**

- These will only be cited in text. Because they do not provide recoverable data, they are not included in the reference list.
- Give the initials as well as the last name of the communicator and provide as exact a date as possible.

T. K. Lutes (personal communication, April 18, 2001) stated, “Quoted passage.”

“Quoted passage” (T. K. Lutes, personal communication, April 18, 2001).

**WHAT DO I DO IF I HAVE A WEIRD SOURCE AND I HAVE NO CLUE HOW TO CITE IT?**

- **CONSULT:** <http://owl.english.purdue.edu/owl/resource/560/01/>
- **ASK MS. BOLINSKI** 😊